

REPORT

By: Angela Slaven – Director of Youth and Community Support Services,
Communities Directorate

To: Supporting People in Kent Commissioning Body

24 June 2010

Subject: The Strategic Review of the Core Strategy Development Group

Classification: Unrestricted

For Decision

Summary: This report proposes a strategic review of the current role and function of the Core Strategy Development Group. This will include an evaluation of its current terms of reference, membership and contribution to the decision making role of the Commissioning Body.

1.0 Introduction

- 1.1 The Core Strategy Development Group (CSDG) currently provides the Commissioning Body with recommendations relating to the strategic direction of the Programme. The Programme is also provided with a commentary on its strategic direction by the Executive Board of Providers, the east and west Kent Provider Forums and the Service User Panel.
- 1.2 The CSDG has not been reviewed since the inspection of the programme by the Audit Commission in 2007.

2.0 Context

- 2.1 The CSDG membership comprises all the districts and boroughs, Kent Adult Social Services (KASS), Kent Probation, Health, Children & Families, Youth Offending Service, Kent Drug and Alcohol Action Team, Mental Health Commissioning, the County Domestic Violence Coordinator, large scale voluntary transfer Housing Associations (LSVTs), an HIA/handyperson representative, the chairs of the Executive Board of Providers and the east and west Kent Provider Forums and the Service User Panel.
- 2.2 The CSDG membership is inclusive but extensive and the question is are there other ways in which there could be a greater ability to discuss strategic issues in a more effective way than is currently being achieved.

3.0 The Strategic Review

- 3.1 The strategic review will encompass reviewing membership, terms of reference, its strategic role and its place within the governance of the Programme.

4.0 Consultations

- 4.1 The Supporting People programme will consult with all members of the CSDG and will report back in September 2010 to the Commissioning Body. The consultation process will be similar to that employed for the strategy.

5.0 Service User Consultation

5.1 The programme will consult with the Service User Panel.

6.0 Financial Impact Assessment

6.1 There is no financial impact envisaged in relation to the strategic review or its outcome aside from staff time.

7.0 Conclusion

7.1 The strategic review will contribute to the delivery of the draft strategy and the need to have an effective and efficient CSDG in place in order implement the strategy.

9.0 Recommendations

The Commissioning Body is asked to:

- (i) Agree the strategic review of the CSDG

Claire Martin
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Appendix 1: Terms of Reference 2007

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Name:	<input type="checkbox"/> Supporting People Core Strategy Development Group
Notes:	<ul style="list-style-type: none"> <input type="checkbox"/> These terms were revised in November 2007 <input type="checkbox"/> This reflects the move of the Supporting People Team into the Adult Services Directorate and the creation of the Communities Directorate
Role:	<ul style="list-style-type: none"> <input type="checkbox"/> Has a role as the Body that develops Strategy and Policy and carries out work commissioned by the Commissioning Body (Ensuring that impact and outcomes are demonstrated) <input type="checkbox"/> Work may be commissioned by other key stakeholders/Partnerships eg. Health, Probation, Housing & Adult Social Services and will work alongside other bodies as appropriate <input type="checkbox"/> To consider the financial impact of each decision made <input type="checkbox"/> To ensure Strategies and Policies are appropriately communicated during development and post-development
Aim/Vision:	<ul style="list-style-type: none"> <input type="checkbox"/> To oversee the Supporting People programme in Kent and ensure that vulnerable people are provided with high quality housing related support services that meet their needs and offer good value for money. <input type="checkbox"/> Be the Strategic and Policy planning arm of the Commissioning Body recommending reports for decision
Objectives:	<ul style="list-style-type: none"> <input type="checkbox"/> To monitor the implementation of the Supporting People Five Year Strategy <input type="checkbox"/> To facilitate the linkages between agencies and between the Supporting People programme and other strategic developments <input type="checkbox"/> To ensure that all provider views are fed into the Supporting People decision making processes <input type="checkbox"/> To ensure that stakeholder and service user views are fed into the Supporting People processes <input type="checkbox"/> To oversee the development of effective consultation processes <input type="checkbox"/> To oversee Kent's role in Cross-Authority working <input type="checkbox"/> To agree new procedures as required by the development of the programme <input type="checkbox"/> To make recommendations to the Supporting People Commissioning Body on the outcome of reviews <input type="checkbox"/> To make recommendations to the Commissioning Body on other areas of work <input type="checkbox"/> To participate in work groups on specific areas

	<ul style="list-style-type: none"> <input type="checkbox"/> To contribute to the Supporting People Inclusive Forum and Provider Fora <input type="checkbox"/> To provide information as required to the Supporting People Commissioning Body <input type="checkbox"/> To monitor and review performance management within the programme <input type="checkbox"/> To evaluate comparable data from Administering Authorities Nationally <input type="checkbox"/> To ensure there is Strategic understanding of the programme as far as Elected Members are concerned <input type="checkbox"/> To ensure that Strategy and Policy decisions are made on an understanding of the diverse communities within Kent <input type="checkbox"/> Ensuring that there is appropriate Move-on from Supporting People resources <input type="checkbox"/> Monitoring Local Connection and Reconnection Policy
Membership:	<ul style="list-style-type: none"> <input type="checkbox"/> Kent Adult Social Services – Director of Resources and the Directors of Commissioning and Provision <input type="checkbox"/> Representatives from the twelve District and Borough Housing Departments <input type="checkbox"/> Representatives from the Provider Executive Board (Chair and Vice Chair) <input type="checkbox"/> Representatives from the Inclusive Forums for East and West Kent (Chairs and Vice Chairs) <input type="checkbox"/> Representatives from the Kent County Council Adult Social Services Team <input type="checkbox"/> Representative from the Kent County Council Drug and Alcohol Action Team <input type="checkbox"/> Representative from Service Development Manager – Children with Disabilities <input type="checkbox"/> Representative from the Probation Service <input type="checkbox"/> Representative from CFE <input type="checkbox"/> Representative from YOT <input type="checkbox"/> Representative from Kent and Medway Domestic Violence Forum (Domestic Violence Co-ordinator) <input type="checkbox"/> Representative from the new PCT structure(s) in Kent <input type="checkbox"/> Representative from Mental Health Commissioning (KASS/Health) <input type="checkbox"/> Representative from Service Users <input type="checkbox"/> All Representatives will be appropriately inducted into the Core Strategy Development Group
Responsibilities of members:	<ul style="list-style-type: none"> <input type="checkbox"/> Members must work in the best interest of the overall Supporting People programme <input type="checkbox"/> Members should declare a conflict of interest; members should declare a personal or prejudicial interest.
Relationships with other groups:	<ul style="list-style-type: none"> <input type="checkbox"/> The Core Strategy Development Group will report to the Supporting People Commissioning Body <input type="checkbox"/> The Core Strategy Development Group will provide information to the Supporting People Commissioning Body as required.
Relationship with	<ul style="list-style-type: none"> <input type="checkbox"/> Service Users will be consulted on all Strategic and Policy issues and their views will be fed into all Strategy

Service Users	<p>and Policy development</p> <ul style="list-style-type: none"> <input type="checkbox"/> The Core Strategy Development Group will ensure customer focused outcomes from the full range of strategic reviews
Attendance/ Frequency of meetings:	<ul style="list-style-type: none"> <input type="checkbox"/> The membership as detailed above <input type="checkbox"/> These representatives must arrange for a substitute to be present if they cannot attend. <input type="checkbox"/> Frequency to be Quarterly – with the recognition that ad-hoc sub-groups may be formed <input type="checkbox"/> Meetings to be held within Kent at varying locations
Local Authority right of veto:	<ul style="list-style-type: none"> <input type="checkbox"/> The Administering Authority can exercise a right of veto, where decisions made would conflict with its own policies or financial regulations. <input type="checkbox"/> The Accountable Officer will exercise this right of veto.
Values and principles:	<ul style="list-style-type: none"> <input type="checkbox"/> Documents will be written in easily understood language using Plain English Principles <input type="checkbox"/> Members will respect the views of all members of the group
Communication	<ul style="list-style-type: none"> <input type="checkbox"/> Minutes of the meetings will be kept by the Supporting People Team
Contact Person	<ul style="list-style-type: none"> <input type="checkbox"/> Jo Pannell, Policy & Strategy Manager – jo.pannell@kent.gov.uk – 01622 696171
Life span of the group	<ul style="list-style-type: none"> <input type="checkbox"/> These terms of reference will be reviewed annually

